

USAID - TraiNet Support: GSA/BPA Quick Start

About the DevIS GSA / BPA Contract

Development InfoStructure (DevIS) has been awarded a Blanket Purchase Agreement (BPA) contract under the GSA Information Technology Services Schedule. The BPA allows all USAID Contracting Officers to purchase services in support of training data management and the Agency Training Results and Information Network (TraiNet) system.

USAID Contract No. **FAO-E-00-99-00022-00** is effective for the period from Sep 30, 1999 to Dec 31, 2003 and has a total order limit of \$5,000,000. Ordering from this contract offers advantages such as minimal paperwork, less lead-time for obtaining services, and reduced contract administration costs. No additional competition is required to make purchases.

How to Place Task Orders

Project Officer:	Defines objectives and develops resulting SOW and contacts their appropriate Contracts Office regarding work required.
Contract Office:	Reviews SOW for contractability and contacts DevIS for a proposal. From proposal, negotiates labor category/hours needed to accomplish the SOW. Incidental expenses such as travel may be defined as part of the SOW. Obligates funds, obtains a delivery order number. (See Section D, Issuance of Orders, of the BPA for more specific guidance.)
DevIS:	Performs tasks specified in the Task Order and invoices for actual hours billed.

Go to the [Blanket Purchase Agreement](#).

Go to the [Sample Task Order](#).

Helpful Documents for Customers:

Download the .pdf version of the [Quickstart Guide](#). You need the Adobe Acrobat reader to access this file.

Download the .pdf version of the [Sample Task Order](#). You need the Adobe Acrobat reader to access this file.

Download the .doc version of the [Sample Task Order](#). You need the Word 97 or compatible word processing application to read this file.

<http://DevIS.com/gsa>(GSA IT/70 Contract and additional GSA background)

Contact DevIS for information and copies of contracts.

Email: FedsInfo@DevIS.com, **Telephone:** 703-525-6485 **FAX:** 703-525-6029